

Grant and Per Diem Fiscal Year (FY) 2021 Special Need Notice of Funding Opportunity (NOFO)

WebEx Recording Link (1 hr, 50 min)

<https://veteransaffairs.webex.com/veteransaffairs/ldr.php?RCID=96f0c2f0452e87572c7d237f35c931f3>

Password: Homeless1!

Objectives

- Provide an overview of the GPD Special need
- Participants will learn about the requirements of the FY 2021 Special Need NOFO
- Participants will learn about the GPD application process

Agenda

- **NOFO Information**
 - Funding Opportunity Description
 - Award Information
 - Eligibility Information
 - Application and Submission Information
 - Application Review Information
 - Award Administration Information
- **Homeless Programs Grants Management System**



- VA announces the availability of approximately *\$5 million per year for three years in new special need grants* to eligible entities for per diem payments
- Funding period: October 1, 2021- September 30, 2024
- Facilitate housing stabilization for Veterans who are homeless or at risk of becoming homeless and who are in one of the special need populations
 - Chronically mentally ill
 - Frail elderly
 - Individuals who have care of minor dependents
 - Terminally ill
 - Women

Funding Opportunity Description

- This funding will provide assistance to cover operational costs to serve special need population
- The recipient is providing supportive housing beds in private rooms with private bathrooms for a homeless Veteran population with special needs
 - VA expects to award funding to pay per diem for approximately 135 beds through this NOFO
- Each application must include a minimum of five special need beds and up to a maximum of 10 special need beds per VA medical facility catchment area, per each applicant's Employer Identification Number (EIN)

Funding Opportunity Description

- Each application must propose to serve one special need population.
- The various special need populations are defined in 38 CFR 61.1 and are summarized in this NOFO.
- Each applicant may request the lesser of one hundred percent of the daily cost of care for furnishing services to homeless Veterans with special needs; or two times the current VA State Home Program per diem rate for domiciliary care
 - Maximum Special Need rate would be \$99.82
 - Per diem is reimbursed for bed days of care



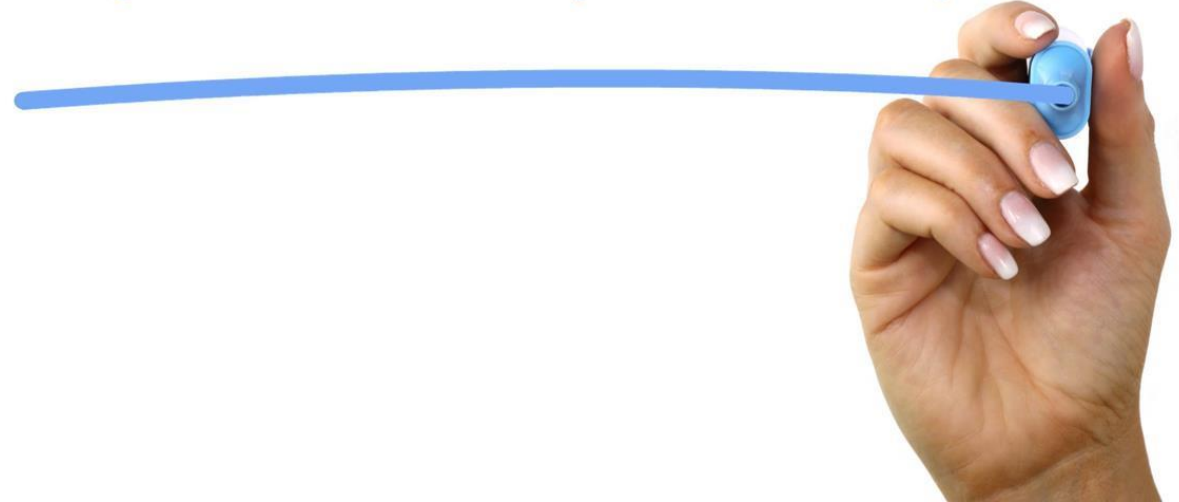
Funding Opportunity Description

- The maximum amount of per diem requested must not exceed the cost of care or \$1,100,000 total costs for the entire three-year grant period whichever is less
- Applicants may request no more than the cost of care or \$110,000 total costs per bed over the entire three-year grant period, whichever is less

Funding Opportunity Description

- Funds provided through this NOFO must not duplicate funding provided by any other GPD grant
- Must not duplicate or replace funds from any Federal, State, or local government agency or program to assist homeless persons
- Applicants agree to meet the applicable requirements of [38 CFR part 61](#)

REQUIREMENT





Funding Opportunity Description- Populations

- Applicants must address the needs of one of the Special Need Veteran populations identified in [38 CFR 61.41](#)
- In the NOFO you will see population descriptions that have Required Minimum Performance Metrics/Targets, targets are set for the initial funding year of this award
- VA may update these targets during any future year

Funding Opportunity Description- Populations

- ***Chronically mentally ill (CMI)*** definition can be found in Definitions section of [38 CFR Part 61](#)
- Applicants will demonstrate how
 - Help participants join in and engage with the community;
 - Facilitate reintegration with the community and provide services that may optimize reintegration
 - Ensure that participants have opportunities and services for reestablishing relationships with family;
 - Ensure adequate supervision, including supervision of medication and monitoring of medication compliance; and
 - Provide opportunities for participants, either directly or through referral, to obtain other services particularly relevant for a chronically mentally ill population,
- Performance Metrics for CMI
 - Discharge to permanent housing target is 60 percent.
 - Employment of individuals at discharge target is 55 percent.
 - Negative exits target is less than 20 percent.
 - Negative exits are defined as those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff

Funding Opportunity Description- Populations

- ***Frail elderly*** definition can be found in Definitions section of [38 CFR Part 61](#)
- Applicants will demonstrate how
 - Ensure the safety of the residents in the facility to include preventing harm and exploitation;
 - Ensure opportunities to keep residents mentally and physically agile to the fullest extent through the incorporation of structured activities, physical activity, and plans for social engagement within the program and in the community;
 - Provide opportunities for participants to address life transitional issues and separation and/or loss issues;
 - Provide access to walkers, grippers, or other assistance devices necessary for optimal functioning;
 - Ensure adequate supervision, including supervision of medication and monitoring of medication compliance; and
 - Provide opportunities for participants either directly or through referral for other services particularly relevant for the frail elderly
- Performance Metrics for Frail Elderly
 - Discharge to permanent housing target is 65 percent
 - Negative exits target is less than 20 percent
 - Negative exits are defined as those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff

Funding Opportunity Description- Populations

- ***Individuals who have care of minor dependents***

Applications that target this population must show how the detailed application design will:

- Ensure transportation for individuals who have care of minor dependents, and their children, especially for health care and educational needs;
- Provide directly or offer referrals for adequate and safe childcare;
- Ensure children's health care needs are met, especially age-appropriate wellness visits and immunizations; and
- Address safety and security issues including segregation from other program participants if deemed appropriate.

- Performance Metrics for Individuals who have care of minor dependents

- Discharge to permanent housing target is 70 percent
- Employment of individuals at discharge target is 55 percent
- Negative exits target is less than 20 percent
 - Negative exits are defined as those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff

Funding Opportunity Description- Populations

- ***Terminally ill*** definition can be found in Definitions section of [38 CFR Part 61](#)
- Applications that target this population must show how the detailed application design
 - Help participants address life transition and life-end issues;
 - Ensure that participants are afforded timely access to relevant services
 - Provide opportunities for participants to engage in “tasks of dying,” or activities of “getting things in order” or other therapeutic actions that help resolve end of life issues and enable transition and closure;
 - Ensure adequate supervision including supervision of medication and monitoring of medication compliance; and
 - Provide opportunities for participants either directly or through referral for other services particularly relevant for terminally ill such as legal counsel and pain management
- There are no national VA performance metrics at this time

Funding Opportunity Description- Populations

- **Women** -applications that target this population must show how the detailed application design will
 - Ensure transportation for women, especially for health care and educational needs; and
 - Address safety and security issues including segregation from other program participants if deemed appropriate
- Performance metrics for Women
- Discharge to permanent housing target is 70 percent
- Employment of individuals at discharge target is 55 percent.
- Negative exits target is less than 20 percent.
 - Negative exits are defined as those exits from a GPD program for a violation of program rules, failure to comply with program requirements or leaving the program without consulting staff

Housing Specifications

- Special need beds supported under this grant must be in private rooms with private bathrooms including
 - The **minimum square footage** for the private bedroom and private bathroom combined is 120 square feet
 - The bedroom and bathroom do not need to be attached; in which case the walkway would not usually count toward the square footage calculation.
 - The bathroom must include shower and/or tub, sink and toilet.
 - Neither the bedroom nor the bathroom facilities may be shared
 - Rooms with partial walls are not acceptable



Eligibility Information

- Eligible entities
 - A 501(c)(3) or 501(c)(19) non-profit organization, s
 - State or local government,
 - Recognized Indian Tribal government that meets the requirements in 38 CFR 61.1
- Organizations that are religious or faith-based organizations are eligible, on the same basis as any other organization, to participate in this VA program

Eligibility



Eligibility Information



- Successful applicants must maintain their status as 501(c)(3) or 501(c)(19) non-profit organization, State or local government or recognized Indian Tribal government
- An application that is incorrect, incomplete, incorrectly formatted or does not meet eligibility requirements will result in the application being rejected and not considered for award
- No matching requirement

Application and Submission Information

- Applications must be submitted through GPD's electronic grants management portal (*SmartSimple*).
 - The link to the application portal is found on the GPD Website:
www.va.gov/homeless/gpd.asp
- Applications must be received by the GPD National Program Office by **May 5, 2021 at 4pm Eastern Time**
- If a late application is received, VA will treat it as ineligible
- In the event of certain errors, such as duplicate applications or multiple applications per VA medical facility catchment area per EIN, VA reserves the right to select which application to consider based on the submission dates and times or based on other factors

Application and Submission Information

- Application for Federal Assistance (SF-424)
 - Question 1, Type of Submission: **Application**
 - Question 2, Type of Application: **New**
 - Question 11, CFDA: **64.024, VA Homeless Providers Grant and Per Diem Program**
 - Question 12, Funding Opportunity Number: **VA-GPD-SN-FY2021**
 - Question 17, Proposed Start Date: **10/1/2021**; End Date: **9/30/2024**
 - Question 18, Estimated Funding: **Federal amount is request for the total 3 years**
 - Question 19, Executive Order 12372: **Only applies to governmental organizations**
 - **Signature:** must be signed by a person at the applicant organization who is authorized to make commitments on behalf of the organization. The signature on the SF-424 must be digital or hand-written. A blank signature field or a “signature” that is manually typed will not be accepted.
- Applicants with a negotiated indirect cost rate agreement must attach a copy to their application
 - Applicants without an indirect cost rate agreement may request the de minimis rate for indirect costs, per 2 CFR part 200
 - All other allowable costs must be direct costs

The screenshot displays the SF-424 Application for Federal Assistance form. Key sections include:

- Header:** View Burden Statement, OMB Number: 4540-0004, Expiration Date: 12/31/2022.
- Section 1: Type of Submission** (Radio buttons): Preapplication, Application (selected), Changed/Corrected Application.
- Section 2: Type of Application** (Radio buttons): New (selected), Continuation, Revision.
- Section 3: Date Received** and **Section 4: Applicant Identifier** (Text fields).
- Section 5: Federal Entity Identifier** (Text field).
- Section 6: Date Received by State** and **Section 7: State Application Identifier** (Text fields).
- Section 8: APPLICANT INFORMATION**
 - a. Legal Name:** (Text field)
 - b. Employer/Taxpayer Identification Number (EIN/TIN):** (Text field)
 - c. Organizational DUNS:** (Text field)
 - d. Address:** (Text fields for Street1, Street2, City, County/Parish, State, Province, Country, Zip / Postal Code).
 - e. Organizational Unit:** (Text fields for Department Name, Division Name).
 - f. Name and contact information of person to be contacted on matters involving this application:** (Text fields for Prefix, First Name, Middle Name, Last Name, Suffix, Title, Organizational Affiliation, Telephone Number, Fax Number, Email).
- Section 9: Attach supporting documents as specified in agency instructions.** (Buttons: Add Attachments, Delete Attachments, View Attachments).
- Section 10: Signature of Authorized Representative** (Text field) and **Date Signed** (Text field).

Application and Submission Information

- Applicants must provide;
 - Current EIN,
 - Data Universal Numbering System (DUNS) number
 - Unique Entity Identifier (UEI), if available
 - Systems for Award Management (SAM) expiration date
- NOTE: Applicants are required to be registered in SAM before submitting an application and must continue to maintain an active SAM registration with current information at all times during which they have an active Federal award

Application and Submission Information

Detailed Application Design describes your
proposed project



VA reviewers will focus on how the detailed
application design addresses;

Outreach

Project plan

Ability

Need

Coordination including
how support services
will be coordinated in
relation to the
proposed special need
population

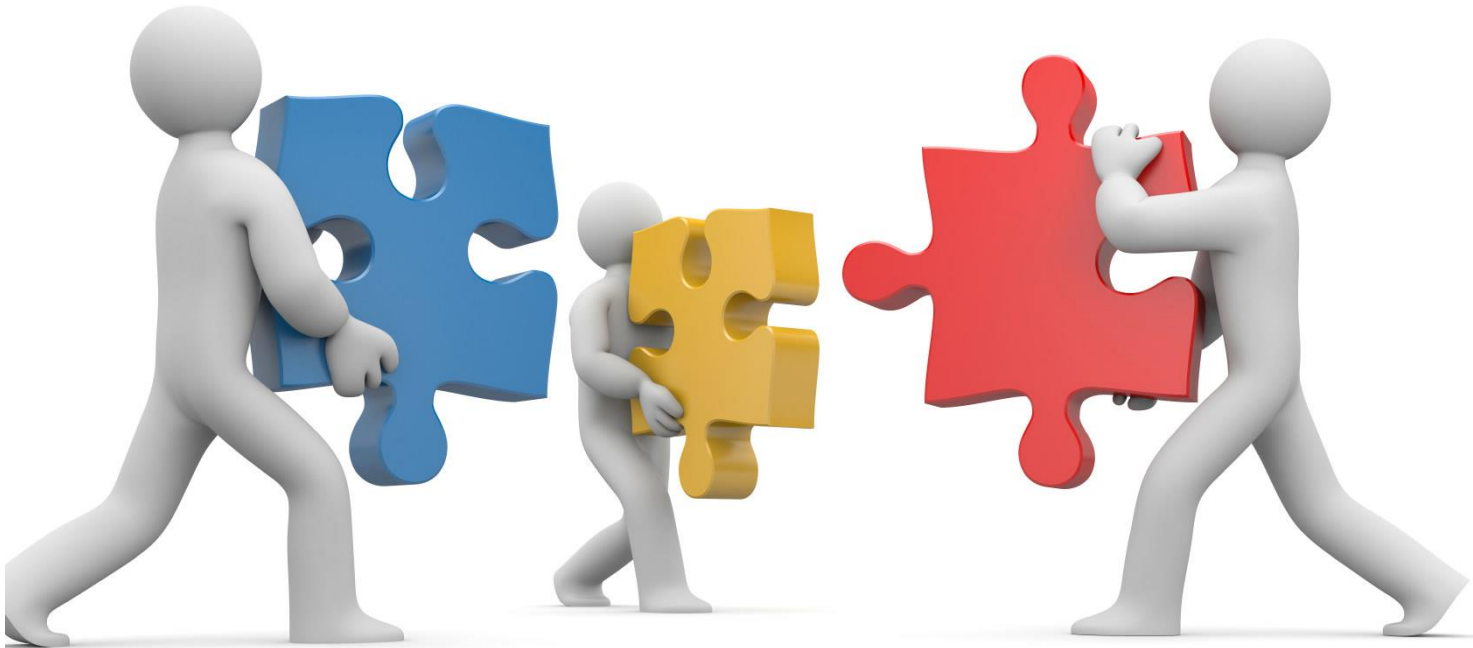


Application and Submission Information

VETERANS HEALTH ADMINISTRATION

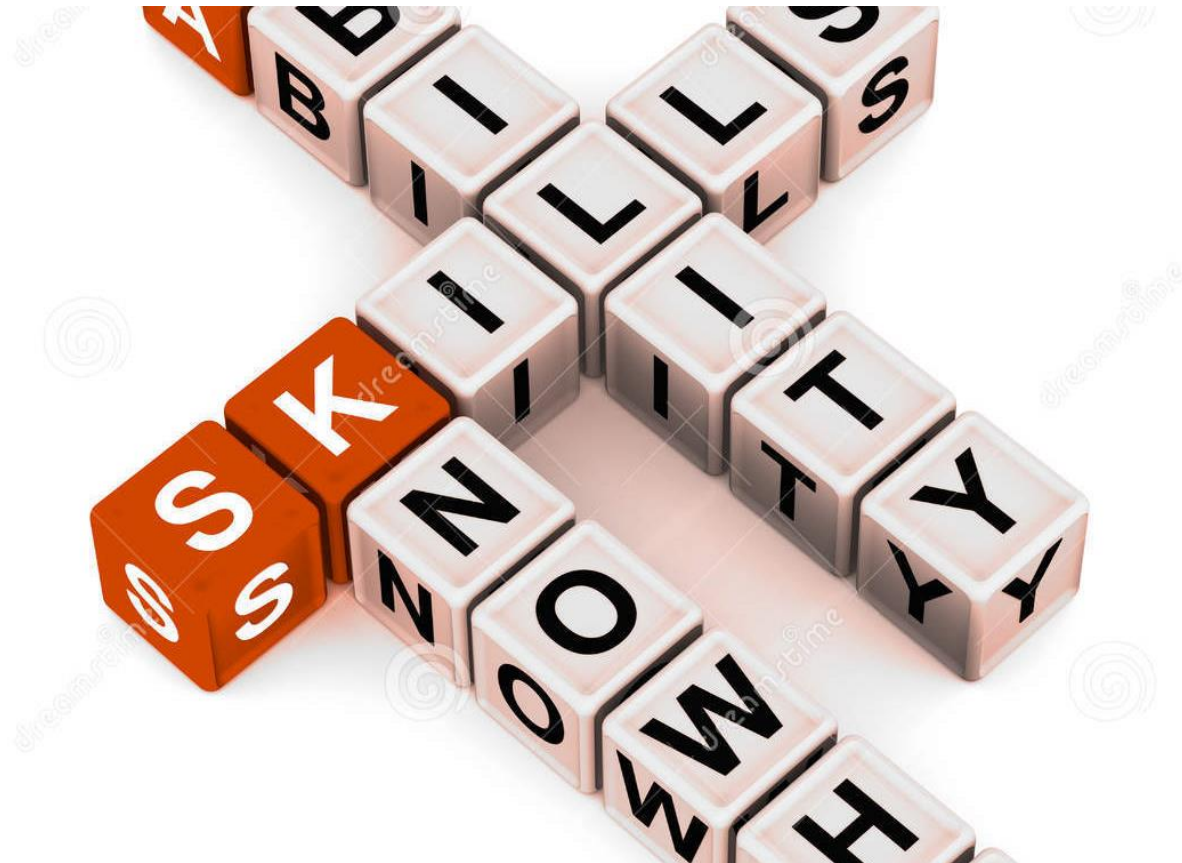
- Outreach:
- How the outreach plan is tailored to the specific population chosen and how services will be provided for Veterans living in places not ordinarily meant for human habitation (e.g., streets, parks, abandoned buildings, automobiles, emergency shelters)

Application and Submission Information



- Project Plan
- VA wishes to provide the most appropriate housing based on the needs of the individual Veteran. Applicants will be asked to answer questions based on the specific population proposed

Application and Submission Information



- Ability
- This is the portion of the application where applicants demonstrate experience regarding the selected population

Application and Submission Information

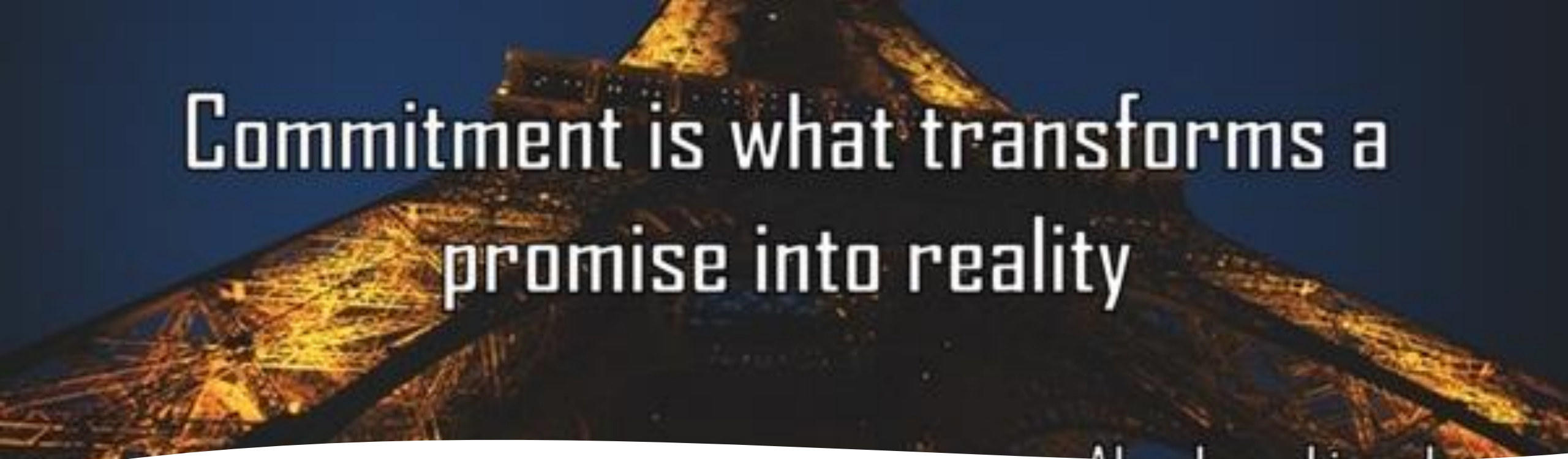


- Need
- This is the portion of the application where applicants demonstrate that the proposed project is necessary

Application and Submission Information



- Coordination
- This is the portion of the application where applicants will demonstrate their involvement in the homeless Veteran continuum including VA and local Continuum of Care



Commitment is what transforms a promise into reality

Application and Submission Information

- Certifications
- By signing and submitting this application for Federal assistance, I agree to the following:
 - Beds requested in this application do not duplicate beds awarded under any other GPD transitional housing grant (e.g., per diem only, transition in place).
 - If awarded, the grant will be used principally to furnish Veterans the level of care described in the application.
 - No more than 25 percent of the grant awarded beds will be occupied by non-Veterans.
 - The population definitions from the GPD regulations (38 CFR 61.1) will be met at all times as applicable.
 - We are willing and able to comply with the requirements of 38 CFR part 61 and other applicable laws, regulations and policies, including inspections and Life Safety Code.

Application Review Information

- Applications that meet threshold will be scored consistent with criteria in 38 CFR 61.13 and 38 CFR 61 subpart D
- VA will provide funding to all eligible applicants in score order as described in this NOFO until funding is exhausted.
- Conditionally selected applicants may be asked to submit additional information
 - Applicants will be notified of the deadline to submit such information
- VA may negotiate arrangements with conditionally selected applicants and will incorporate any changes into the grant agreement

Award Administration



- GPD National Program Office expects to announce grant awards in the fourth quarter of Fiscal Year 2021 (September 2021).
- Awards are expected to be for three years starting October 1, 2021
- The GPD Office will notify both successful and unsuccessful applicants
- A grant agreement with a VA signature is evidence of an award and is an authorizing document allowing costs to be incurred against the grant award
- VA does not allow pre-award costs to be charged to the grant
- The grant agreement includes terms and conditions of award

Award Administration

- Grantees must ensure staff supported by grant funds are trained regarding suicide prevention and how to address situations in which Veterans demonstrate suicidal ideation
- Standard operating procedures are to be developed on suicide prevention in consultation with your local VA medical facility
- VA training is available: <https://www.youtube.com/watch?v=49Vg-xM9L7Q>.
- Suicide Prevention Coordinator (discussion with VA medical center about in-person training) locator is available: <https://www.veteranscrisisline.net/get-help/local-resources>

Award Administration

- Each Special Need grant recipient will have a liaison appointed from a nearby VA medical facility
 - Provides grant oversight
 - Monitor services provided to homeless Veterans in the program
- All projects are expected to pass inspection and be able to start serving Veterans as soon as possible after award and no later than 180 days from the award date
- Activation of project is evidenced by:
 - The VAMC contacting GPD confirming that the grantee passed a VA inspection.
 - The grantee submitting to GPD confirmation of the final number of GPD beds in private rooms with private bathrooms and the special need population described in the application.
 - GPD National Program Office providing to the grantee an activation date



Award Administration

VETERANS HEALTH ADMINISTRATION

- Monitoring will include at a minimum, a quarterly review of each GPD grantee's progress toward meeting performance goals, as applicable
- The targets are set for the initial funding year of this award
 - VA may revise targets (e.g., during option year renewal)
 - Revised targets will be reflected in grant agreement

Award Administration

- SF-425 Federal Financial Report (FFR) is required to be submitted annually within 90 days of the end of each fiscal year (i.e., no later than December 31 annually)
- All grantees are subject to audits conducted by VA or its representative
 - Office of Business Oversight (OBO) audit group
- Closeout reporting:
 - Final SF-425 FFR is due no later than 90 days after the grant end date.
 - Refer to the terms and conditions of the grant agreement for other closeout requirements and ongoing requirements after closeout

Final thoughts

Read the NOFO carefully, this webinar is only a summary.

The NOFO is the official funding notice

Read the NOFO prior to sending technical assistance inquiries to gpdgrants@va.gov



Do not delay in preparing and submitting your grant application

Letters of coordination from community partners and VA often take time to process

Avoid the risk of unanticipated delays, computer service outages or other submission-related problems that might result in ineligibility



Be sure responses provided in application are clear and answer the question completely

VHA Homeless Programs Grants Management System (SmartSimple) Demonstration

SmartSimple Application Access

SmartSimple Website:

https://hmlsgrants-va.mod.udpaas.com/s_Login.jsp

- New users will need to **Register**
- Existing users' login with their **Email and Password**

VHA Homeless Grants: SSVF and GPD

Login

Email

Password

Log In

Forgot Password?

New to the System?

Register

Welcome to VHA Homeless Program Grants

Welcome to the Department of Veterans Affairs grants management portal for VHA's Homeless Programs Office. This portal supports a variety of grant functions associated with the Supportive Services for Veteran Families (SSVF) and Grant and Per Diem (GPD) Programs.

SmartSimple Registration

- **Charitable Organization**
 - Nonprofit;
 - Tribal organization; or
 - Public/Indian housing authority
- **State & Local Government**
 - City/township gov't;
 - County gov't; or
 - State gov't

VHA Homeless Grants: SSVF and GPD

Registration Options

If you are a nonprofit, tribal organization, public/Indian housing authority or consumer cooperative, please select the Charitable Organization registration.

If you are a city/township government, county government or state government, please select the State and Local Government registration.

Charitable Organization

State and Local Government

SmartSimple Registration

- Organization search utilizes the IRS database to complete the organization registration for Charitable Organizations
- At minimum, **enter your EIN and organization name** and click Search

VHA Homeless Grants: SSVF and GPD

Organization Search



The organization search utilizes the IRS database to complete the organization name and click Search to continue.



SmartSimple Registration

- *SmartSimple* searches the IRS database for organizations registered with your Name and EIN/Tax ID
- **Select the record that corresponds to your agency**
- If you do not see your organization select 'refine search' and confirm your typed in your organization information correctly or that your organization is registered with the IRS

VHA Homeless Grants: SSVF and GPD						
Organizations						
Q Refine Search						
#	EIN	Legal Name	Address	City	State	Postal Code
1.	410698597	SALVATION ARMY	2445 PRIOR AVE N	ROSEVILLE	MN	55113-2714
2.	237069550	CLEARWATER SALVATION ARMY TRUST	PO BOX 8070	CLEARWATER	FL	33758-8070
3.	546104608	CORA D LYONS TR FBO SALVATION ARMY	PO BOX 1908	ORLANDO	FL	32802-1908
4.	546243990	TRUST F B O SALVATION ARMY STAUNTON U/A HERBERT H HENLEY	PO BOX 40200 FL9-300-01-16	JACKSONVILLE	FL	32203-0200
5.	586376280	D CARTIN TR FBO SALVATION ARMY	PO BOX 40200 FL9-300-01-16	JACKSONVILLE	FL	32203-0200

SmartSimple Registration

- **Legal Name** – by default is written in all capitals (ex. THE SALVATION ARMY)
- **Organization Name** – must be written in standard business format (ex. The Salvation Army)
- **Charitable Organizations**
 - Most organization info will pre-populate from IRS database
 - Fields highlighted in grey cannot be edited at this stage
 - Complete required fields and submit
- **State & Local Government**
 - All fields are blank and will need to be completed
 - Does not pre-populate from IRS database

VHA Homeless Grants: SSVF and GPD Registration

Organization Information [Search IRS Database](#)

Note: The organization address identified below is pulled from the IRS database associated with your organizations tax ID number. Grant applicants will have an opportunity to update this information, if needed, once your account has been created.

* **Legal Name**
THE SALVATION ARMY

* **Organization Name**


DBA or AKA

* **Address**
5550 PRAIRIE STONE PARKW

SmartSimple Registration

- **Tax ID (EIN)** – 9 digits; no dashes or spaces
- **DUNS** - 9 digits; no dashes or spaces
 - Organizations with multiple DUNS, must ensure you are registering with the correct DUNS
 - Using the wrong DUNS or a Typo will result in duplicate organization records
- **Unique Entity Identifier (UEI)** – optional, provide if available
- **Contact Information** – Name and Email Address

Organization Information

 **Instructions**
Required fields are marked with an asterisk "*".

* Legal Name

GPD TESTING, INC

* Organization Name

GPD Testing, Inc.

DBA or AKA

* Address

123 Test Street

Address 2

* City

Tampa

State

Florida

* Postal Code

336170000

* Tax ID

000000099

* DUNS

000000099

UEI

Web Site

Contact Information

* First Name

Chelsea

* Last Name

Watson

Title

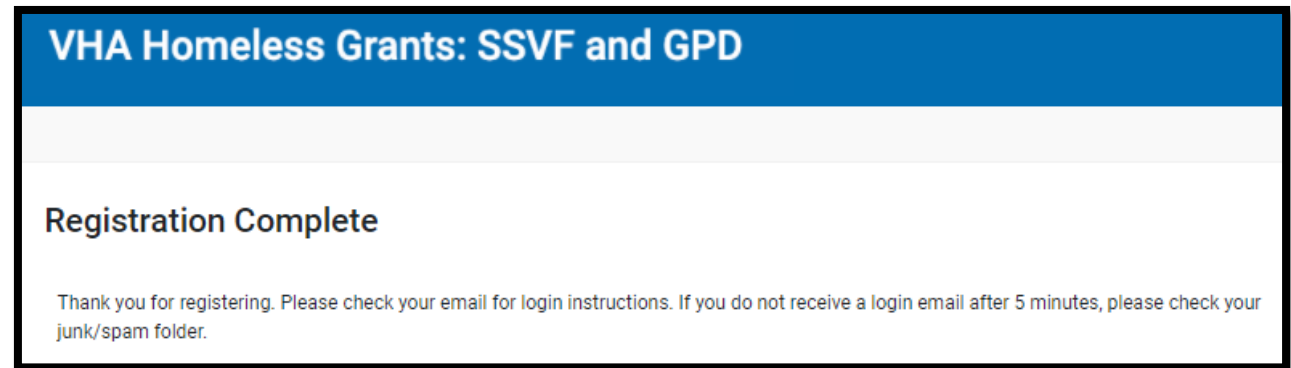
* Email

grantperdiem@gmail.com

Submit

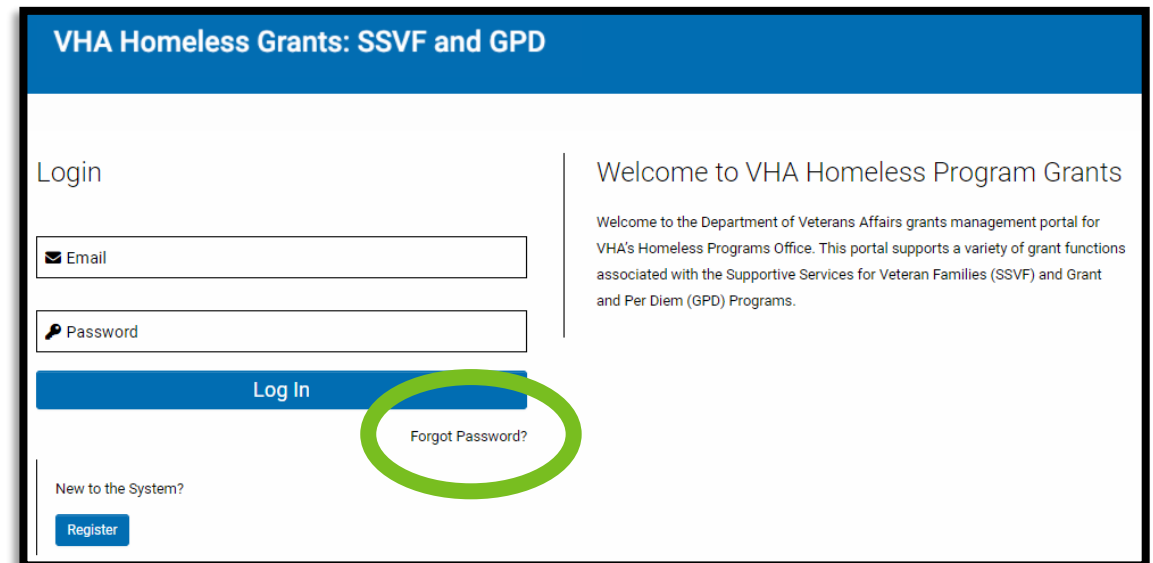
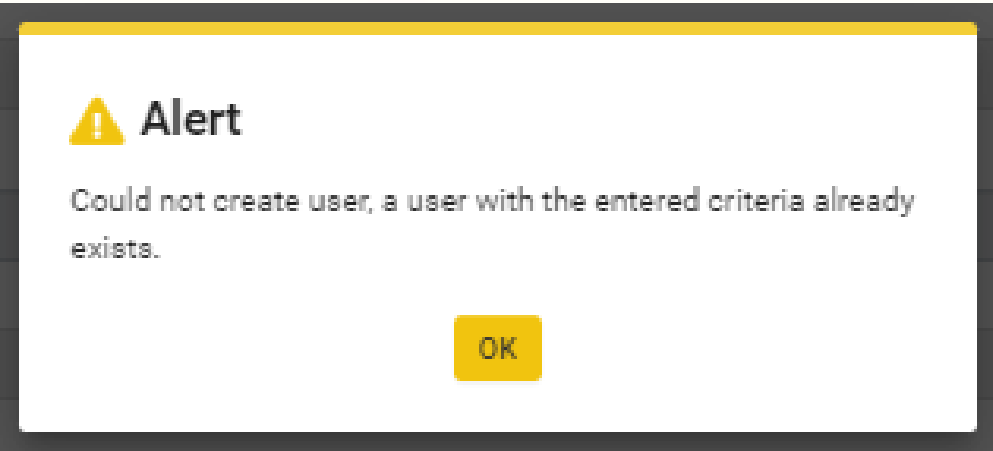
SmartSimple Registration

- Once complete an email will be sent with your **username** and **password**
- If you don't see the email within 5 min check your junk/spam folder
 - The email will be from no-reply@hmlsgrants-va.mod.udpaas.com or hmlsgrants-va@mod.udpaas.com
 - Add these emails to your list of safe senders



SmartSimple Registration

- Alert means the user's email is already in the *SmartSimple* system
 - *SmartSimple* does not allow duplicate email addresses
- User should go to the [SmartSimple homepage](#) and select '**Forgot Password?**' link to request a new temporary password.
 - Check your spam/Junk folders for email

A screenshot of the "VHA Homeless Grants: SSVF and GPD" login page. The page has a blue header with the title. Below the header, on the left, is a "Login" section with input fields for "Email" (with an envelope icon) and "Password" (with a key icon), a blue "Log In" button, and a link for "Forgot Password?" which is circled in green. At the bottom left, there is a "New to the System?" section with a blue "Register" button. On the right side of the page, there is a "Welcome to VHA Homeless Program Grants" message with a paragraph of text about the portal's purpose.

SmartSimple Welcome Screen

- **Organization Profile** – may *edit* organization information that was populated during registration (i.e., agency address, phone number, website)
- **User Profile** – may *edit* individual user contact information (i.e., phone number, title, email address)
- **Change Password** – update your temporary password emailed during registration
- **Grant Rounds** – Open funding opportunities for GPD or SSVF Programs will be listed here
 - Select Open to start a new application
- **My Applications** – Once you have started an application they can be accessed under the Draft tab or the Submitted tab

VHA Homeless Grants: SSVF and GPD

Home

←

Welcome to the GPD and SSVF Grant Portal

Please click on the Organization Profile shortcut below to complete your organization information before starting an application.

To start an application, please go under Grant Rounds and select the appropriate grant type to apply for.

To view existing applications, see Draft and Submitted grants below under Applications.

Organization Profile

User Profile

Change Password

Grant Rounds

My Applications

1-1 of 1

DRAFT (4) SUBMITTED (1)

Opportunity Details

Open

Grant and Per Diem
> 2022 Special Need Grant
Deadline: 05/05/2021 16:01

1-4 of 4

#	Program	Type	FAIN/Grant ID	Organization Name
	Grant and Per Diem > 2022 Special Need Grant			

SmartSimple Login: https://hmlsgrants-va.mod.udpaas.com/s_Login.jsp

